



219 North Main Street | Suite 402 | Barre, VT 05641
(p) 802-479-1700 | education.vermont.gov

MEMORANDUM

TO: Superintendents
FROM: Office of Educator Licensing
SUBJECT: Viewing Educator Credentials
DATE: 6/2/14

We are writing to inform Superintendents and other stakeholders that anyone can visit the *Vermont Online Licensing System for Educators* and check on an educator's current credentials by following this procedure:

1. Go to <https://alis.edlicensing.vermont.gov/login.aspx>
2. Click on 'To search for an educator'

3. Fill in the educator's name in required fields, and/or the type of license or endorsement you wish to view. Then click on the 'search' tab.



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4. You will be able to view the type of license an educator holds, the endorsement(s), any limitations or restrictions, and the date the license expired **for current endorsements ONLY.**

The screenshot displays the Vermont Agency of Education's Educator Search interface. At the top, the Vermont logo and 'AGENCY OF EDUCATION' are visible. Below this is a green header bar labeled 'Educator Search'. The search form includes fields for Last Name (Yesalonia), First Name (Susan), Middle Name, License Type (Professional Educator License (Lr)), and Endorsement (All). Buttons for 'Reset', 'Search', and 'Return To Online Services' are present. The search results section shows two entries for 'YESALONIA, SUSAN A.' with a 'Professional Educator License (Level II) II'. The first entry has a 'Health Education' endorsement, and the second has a 'Physical Education' endorsement. Both licenses expire on 06/30/2020. The footer indicates the system version and copyright information.

Educator Name	License Type	Subject Limit	Grade Limit	License Restriction	Endorsement	Expiration Date
YESALONIA, SUSAN A.	Professional Educator License (Level II) II	None	None	None	Health Education	06/30/2020
YESALONIA, SUSAN A.	Professional Educator License (Level II) II	None	None	None	Physical Education	06/30/2020

1-2 of 2 records

Althent Licensing System Version 1.3.89.01 Dated: May 05, 2014 | Copyright © 2014 Althent Inc.

5. This information is generated directly from the *Vermont Online Licensing System for Educators*, a secure portal, that is current in real time, *and which also serves as an appropriate means of ensuring whether an educator possesses a valid Vermont educator's license.* If you have any questions, please call the Licensing Office at (802) 479-1700.